

Employee engagement checklist

The employee value proposition (EVP) which underpins the engagement of employees in your business is as unique as the organisation they describe!

Some elements are common across all organisations... this checklist is a non-exhaustive list of areas that may play a part the engagement of your employees and the subsequent EVP.

	Tick yes or no against each item	Yes	No
Values	i) Do all employees know what the values of your organisation are?		
	ii) Are they demonstrated in daily life at your organisation – internally and externally?		
	iii) Do you recognize or reward employees based on demonstration of those values?		
Training & development	i) Do you support learning and career development for employees at every level?		
	ii) Are employees on-boarded as a sound foundation for success as your employee?		
	iii) Do you promote growth and advancement within your organisation?		
	iv) Do your managers / senior individuals come "up through the ranks" in your?		
	v) Are training and development opportunities offered to your employees?		
Management & recognition	i) Are employees managed by informal / formal performance management processes?		
	ii) Is your employees' performance measured, recognised and rewarded?		
	iii) Do you offer any creative or non-traditional rewards?		
	iv) Do employees know how they contribute to achievement of specific organisation objectives and the overall success of the organisation?		
	v) Do you communicate with your employees about the achievements (or not) of organisation objectives?		
Compensation & benefits	i) Do you offer non-traditional rewards, benefits, or bonuses that set your organisation apart for competitors for the same talent?		
	ii) Can employees customise their compensation package to better meet their needs?		
	iii) Are salary levels benchmarked against the marketplace?		
Culture	i) Do you promote work/life balance?		
	ii) Do you offer flexible work hours as standard practice?		
	iii) Do you have any unique policies surrounding leave or community?		
	iv) Do you promote teamwork and build a sense of community within the organization?		
	v) Do you have special office events – eg: potluck lunches or birthday celebrations?		
	vi) Are employees encouraged to get involved with the community?		
	vii) Does the organisation support charitable works or giving?		
	viii) Do you hold special events, off-site opportunities, or parties throughout the year?		
	ix) Does your organisation have an employee assistance program?		
	x) Do you offer an organisation casual dress code or casual dress on Fridays?		
Location	Do you have:		
	i) a cafeteria or kitchen facilities		
	ii) windows and natural light		
	iii) free coffee or snacks		
	iv) on-site day care		
	v) fitness facilities		
	Is there:		
	vi) convenient parking		
	vii) access to public transportation		
	viii) proximity to restaurants, shopping facilities, parks or recreational facilities		

If you answered 'no' to any of these questions, you may not have a workforce that is engaged enough to make a difference to customer satisfaction and productivity... both of which impact your profit margin.

Email margaret.goody@akyra.com.au with your responses today...
she will call you to arrange a convenient and no obligation conversation!



CREATING
EMPLOYERS
OF CHOICE

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